



**NOTICE OF PUBLIC MEETING & AGENDA**  
**TRAFFIC SAFETY COMMISSION**  
**7:00 PM, Monday, April 8, 2013**  
**Public Safety Building, 401 E Third Street, Newberg**

“Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community.”

**I. CALL MEETING TO ORDER**

**II. ROLL CALL**

**III. PLEDGE OF ALLEGIANCE**

**IV. PUBLIC COMMENTS**

**V. CONSENT CALENDAR**

- A. Approval of minutes of March 11, 2013

**VI. NEW BUSINESS**

- A. TSC-13-010 College/2<sup>nd</sup> – Request for 4-way stop
- B. Staff Presentation: “Role of GIS in Traffic Safety”

**VII. OLD BUSINESS**

- A. Traffic Calming Plan (revised per TSC comments at March work session)
  - Point award in “Street Scoring for Subsidy” was increased
  - Added local improvement district as an option for funding under Section 3.3
  - Added “Speed Cushion” as a traffic calming measure

**VIII. STAFF REPORTS – GENERAL INFORMATION**

- A. Police Update.
- B. Engineering Update

**IX. ADJOURNMENT – Next meeting May 13, 2013**

**ACCOMMODATION OF PHYSICAL IMPAIRMENTS:** In order to accommodate persons with physical impairments, please notify the City Recorder’s office of any special physical or language accommodations you may need as far in advance of the meeting as possible and no later than two business days prior to the meeting. To request these arrangements, please contact the City Recorder at (503) 537-1283. For TTY services please dial 711.

POSTED: April 27, 2013

**TRAFFIC SAFETY COMMISSION MINUTES**  
**Monday, March 11, 2013 7:00 PM**  
**Public Safety Building, 401 E. Third Street, Newberg**

*"Mission Statement: To give the citizens of Newberg a forum to voice traffic safety concerns, evaluate related issues, provide a liaison with the City and promote traffic safety within the community."*

A work session was held prior to the meeting. The items discussed were election of officers, development of method for bringing items before the Traffic Safety Commission, traffic calming requests, and items from new Chairpersons Handbook. No action was taken and no decisions were made.

**I. CALL MEETING TO ORDER**

Chair Neal Klein called the meeting to order at 7:08 PM.

**II. ROLL CALL**

|                  |              |                               |               |
|------------------|--------------|-------------------------------|---------------|
| Members Present: | Neil Klein   | Karl Birky                    | Dianna Cotter |
|                  | Ron Johns    | Doris Brandt                  | Kari Lawson   |
|                  | Shannon Eoff | Suzanne Stich                 |               |
|                  | Greg Martin  | Mayor Bob Andrews, Ex-officio |               |

Members Absent: Hannah Kinney, Student Commissioner (excused)

|                |                              |                                       |
|----------------|------------------------------|---------------------------------------|
| Staff Present: | Brian Casey, Chief of Police | Mary Newell, Support Services Manager |
|                | Paul Chiu, Senior Engineer   | Nicole Tannler, Minutes Recorder      |

Others Present: Jessica Nunley

**III. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was performed.

**IV. PUBLIC COMMENTS**

Chair Klein opened and closed the public testimony; no citizens appeared.

**V. CONSENT CALENDAR**

A. Approval of minutes of January 14, 2013

|   |
|---|
| <b>MOTION #1: Brandt/Cotter</b> to approve the Consent Calendar including the Traffic Safety Commission minutes for January 14, 2013. Motion carried (9 Yes/0 No) |
|---|

B. Approval of minutes of February 11, 2013

|  |
|--|
| <b>MOTION #1: Brandt/Lawson</b> to approve the Consent Calendar including the Traffic Safety Commission minutes for February 11, 2013. Motion carried (9 Yes/0 No) |
|--|

## VI. NEW BUSINESS

Commissioner Lawson looked into information from other cities on their process to accept public comment for requesting traffic calming devices. The cities of Salem and Albany had the best comprehensive packets online for the public to view. Their websites show the process through a flow chart and explain what is needed to qualify for a request.

Mayor Andrews asked if in the research she found the communities have a standard on the number of people who are needed for something to be a legitimate concern. Commissioner Lawson replied some needed a specific percentage of local citizens in an area to agree. She believes having the information available on our city website would be extremely helpful and a good resource.

Chair Klein asked staff if there is a process when someone calls the police department about a concern. Mr. Paul Chiu stated he will meet with the person, try to understand the problem, and try to determine if it is an individual problem or a community problem. If necessary he will do a speed survey, but if it is a problem with parking it would be nice to have some guidance on what to do. He also tells the person to make an effort to talk to their neighbors about the problem.

Chair Klein asked if we had a document on the website like this would it be beneficial to staff. Mr. Chiu replied yes, guidelines would be helpful.

Commissioner Stitch asked if we can contact Albany or Salem to get some more information and get a subcommittee started to work on this. Commissioner Johns and Commissioner Lawson will be on the subcommittee.

## VII. OLD BUSINESS

### A. TSC-12-001: N College/Sheridan Intersection Safety

Paul Chiu, senior engineer, presented the staff report accompanied by a PowerPoint presentation (see official meeting packet for full report.)

**MOTION #2: Cotter/Eoff** to amend Motion #1 from February 11, 2013 TSC meeting to place signage restricting Sheridan Street approaches to College Street Eastbound to right-out only between the hours of 3:00-7:00 pm contingent on authorization from ODOT, and that the issue is checked on for compliance one year after installation of signage. Motion carried (9 Yes/0 No)

### B. TSC-13-006: E First/East of Blaine – Update on No Parking Request

Paul Chiu, senior engineer, presented the staff report accompanied by a PowerPoint presentation (see official meeting packet for full report.)

Mr. Chiu stated ODOT sent someone to look into the situation, and they agreed to the request. It is now up to the city to do the work with ODOT.

### C. Bicycle Program Presentation

Jessica Nunley, Assistant Planner, presented staff report accompanied by PowerPoint presentation (see official meeting packet for full report.)

Commissioner Johns asked when the Safe Route to School parent survey was done. Ms. Nunley responded it was mailed out to parents in October of 2011.

Commissioner Eoff asked if the walk and bike challenge will be done again. Ms. Nunley said yes and we want to do it community wide again with participation from the schools.

Mayor Andrews stated there has been approval on a grant for a sidewalk and curb on the west side of College St. with bike lanes on both sides of the street. There is also request to continue that up to Aldercrest.

Commissioner Eoff stated she thinks Joan Austin Elementary is unique and always seems to be a problem area going to and from the school. Ms. Nunley responded if they had a safe route for kids to walk or ride their bikes they wouldn't need to bus all the students within a half mile of the school

## **VIII. STAFF REPORTS – GENERAL INFORMATION**

### **A. Police Update**

Chief of Police, Brian Casey stated the animals have been transferred from the old shelter to the new shelter, but the shelter is not open yet. Chief Casey said our K-9 drug dog has retired and we are looking for a family to adopt him. One of our K-9 handlers raised about \$10,000.00 for a dog to replace him. He said there was an interesting case in court where a freshly released man from jail cursed at the judge and the judge put him in jail for another 30 days. They found 50lbs of marijuana and \$15,000.00 in cash in his truck once he was taken into custody. He did have a medical marijuana card, but we were able to get into his phone and charge him because he kept all of his dealings with people on the phone. The computer forensics unit was very valuable in this case and is a huge benefit to us.

### **B. Engineering Update**

Mr. Paul Chiu said he has met with ODOT and they will provide a grant for a bike shelter and two flashing school zone signs on Deborah. Consultant is in the process of finishing the design of the sidewalks and curb on College St. from Illinois to Aldercrest and we are hoping for completion in the summer of 2014. There is also a public hearing for the College Street LID in May 2013. Professor Takallou expressed his gratitude for conducting a February traffic safety workshop in Newberg.

### **C. 2012 Log of Decisions – Final file copy**

No discussion.

## **IX. ADJOURNMENT - Next meeting April 8, 2013**

The meeting adjourned at 8:10PM.

**Approved** by the Newberg Traffic Safety Commission this 8<sup>th</sup> day of April, 2013.

---

**Nicole Tannler**  
**Minutes Recorder**

---

**Neal S. Klein**  
**Traffic Safety Commission Chair**



TSC-13-010 College-2nd 4-Way Stop Request

## Citizen Comment Card

Administration\_\_\_ Finance\_\_\_ Police\_\_\_ Fire\_\_\_ Library\_\_\_

Planning/ Building\_\_\_ Public Works~~X~~

Suggestion or Comment: four way stop on  
college st. and 2nd. st.

When people park on the side  
of college, you can't see the  
traffic. Which makes it an unsafe  
intersection. I try to avoid it  
as much as possible because I  
have been hit there before. It's  
just now I have a 2 year old  
son. If something isn't done someone  
will eventually die on that intersection.



# Neighborhood Traffic Calming Plan

Engineering Services Department & Newberg-Dundee Police Department

## 1. INTRODUCTION AND PURPOSE

The purpose of this Neighborhood Traffic Calming Plan (NTCP) is to establish a set of consistent standards offering the City of Newberg's approach to potential traffic calming requests by the public, City staff, Newberg Traffic Safety Commission, and others.

Local residential streets in the City are designed and constructed to serve neighborhood traffic. As collector or arterial streets experience congestion, local residential streets report an increase in cut through traffic. This increase can be attributed to population growth in the City which averages around three percent each year over the last decade. Other growth related traffic issues are higher traffic volumes that reduce roadway capacity and excessive speed beyond the posted limits. These traffic problems have been brought to the attention of Newberg Traffic Safety Commission for consideration in accordance with the Municipal Code §2.15.070 through §2.15.220.

The City of Newberg recognizes the benefits of reasonable traffic calming measures (TCM) that may restore livability and enhance traffic and pedestrian safety. TCM, on the other hand, may adversely affect emergency response time for fire and rescue if they are not properly applied. This NTCP is created to provide a unified response in addressing speed, volume, and cut through traffic problems that are often expressed by local residents. Upon adoption by Newberg Traffic Safety Commission and the Newberg City Council, NTCP will provide guidance to the public and staff on traffic calming implementation.

## 2. EVALUATION PROCESS

Although requests for TCM are often initiated by local residents, the City can also request it proactively. Careful consideration must be given to the applicability, location and design of TCM based upon a set of established traffic engineering principles.

The *Manual on Uniform Traffic Control Devices* (MUTCD), 2009 Edition, offers authoritative principles on certain TCM. *U.S. Traffic Calming Manual*, published by APA Planners Press and American Society of Civil Engineers, 2009, provides practical guidance only on when and how to implement TCM and not all listed TCM are acceptable to the City of Newberg. See Section 5 for acceptable TCM on city streets.

### 2.1 Involving the Community

Getting community support and adequate funding is crucial for the success of TCM. Input from all stakeholders including decision makers is essential in building support for a sustainable TCM. Newberg-Dundee Police Department and Newberg Public Works Department offer staff support in the TCM process. Approval from Newberg Fire Department is also required.



## **2.2 Understanding the Problems**

Listening to citizens' complaints is essential for each traffic issue. By listening, root problems or causes may be isolated from perceptions.

## **2.3 Visiting Problem Areas and Collecting Data**

Visits to problematic areas may identify certain site issues such as lack of visibility due to vegetative growth that may be easily corrected. Often, traffic data such as speed and volume has to be collected and crash information from Newberg-Dundee Police Department records evaluated for a traffic study. Details of crash information are now available through the City's Geographic Information System.

## **2.4 Developing and Analyzing Options**

Data that is collected for a TCM consideration would typically be reviewed by City staff within 30 days of its collection. Recommendations that meet Federal Highway Administration Rules as set forth in the current MUTCD edition and the Oregon Supplement to MUTCD may follow.

Newberg Fire Department has identified the following routes as primary to their fire and paramedic responses:

Main Street, College Street, Meridian Street, Villa Road, Springbrook Road, Blaine Street, River Street, Wynooski Road, Haworth Avenue, Mountainview Drive, Vittoria Way, Brutscher Street, Hayes Street/Providence Drive, and Fernwood Road.

Consequently, traffic calming on these routes requires special review and must demonstrate no loss in emergency response time. Horizontal deflection devices such as roundabouts may be the only calming measure approvable in these circumstances. Joint approvals from Police, Fire and Public Works Departments will be required prior to implementation of any TCM projects.

City streets of *local or minor collector* classifications with a posted speed limit of 25 MPH or less per current edition of *Newberg Transportation System Plan* (other than the above emergency routes) may receive full consideration for TCM.

The Average Daily Traffic (ADT) is defined as the total traffic volume on a street during a given time period (in whole days), greater than 1 day and less than 1 year, divided by the number of days in that time period. The 85<sup>th</sup> percentile speed is the speed under which 85 percent of traffic is traveling in a free flowing condition. This should be a good indicator for the posted speed. TCM solutions are best used when the 85<sup>th</sup> percentile speed is more than 5 mph higher than the posted speed limit and the ADT exceeds 1,000 vehicles. Speeds are best controlled by law enforcement actions when these criteria are not met.

A post-implementation evaluation will be performed by City staff following each TCM project. This should identify all impacts to the citywide transportation system. Although TCM may address a speeding or volume issue on a single street or at a single intersection, only an analysis will determine if the real issue has been fully mitigated and not simply shifted to the neighboring streets. TCM must not be installed if they generate other traffic hazards.

### 3. FUNDING

Normally community neighborhoods will fund 100% of TCM projects. The City may participate in funding when TCM for certain streets is deemed critical from the City's perspective. Funding options must be reviewed and determined before planning for design and construction occurs. Cost of the design, construction permits, etc. of any TCM projects must be developed and sources of funding determined prior to implementation.

#### 3.1 Determining Eligibility for Funding

Each street or intersection will be given a score to determine eligibility for City funding according to the point system in the following table. Proposed TCM project would be eligible for partial City funding when street scoring reaches at least 50 points, with full City funding at 100 points.

| Street Scoring for Subsidy        |         |   |
|-----------------------------------|---------|---|
| Category                          | Points  | Basis for Point Assignment  |
| 85 <sup>th</sup> Percentile Speed | Max 40  | 10 points for every mph greater than 5 mph over the posted speed limit.           |
| Average Daily Traffic Volume      | Max 20  | 2 points for every 100 vehicles.  |
| Sidewalks                         | Max 20  | 10 points for missing sidewalk on one side; 20 points for no sidewalks at all.    |
| Pedestrian Generators             | Max 20  | 10 points for each school, church, library, community center, park or playground. |
| Total Scoring                     | Max 100 |   |

#### 3.2 Setting Funding Level

The City intends to subsidize TCM projects based on budget allowance for design and construction according to the following levels of participation:

| Points     | Subsidy Level                                  |
|------------|--|
| 49 or less | None   |
| 50         | 50% of total cost up to a maximum of \$5,000   |
| 60         | 60% of total cost up to a maximum of \$6,000   |
| 70         | 70% of total cost up to a maximum of \$7,000   |
| 80         | 80% of total cost up to a maximum of \$8,000   |
| 90         | 90% of total cost up to a maximum of \$9,000   |
| 100        | 100% of total cost up to a maximum of \$10,000 |



The City's contribution is limited and will be based on budgetary constraints and available funding for requests that meet NTCP criteria.

### 3.3 Exploring Funding Options

The City may explore grant opportunities or in-kind donations for implementing TCM on city streets. When neighborhood funding is able to support 100% of the construction cost, the City will offer a TCM construction plan at no cost to the neighbors, provided at least 60% of households in the calming area support the cause.

The neighbors can also petition for the formation of a local improvement district per Newberg Municipal Code Chapter 3.15.


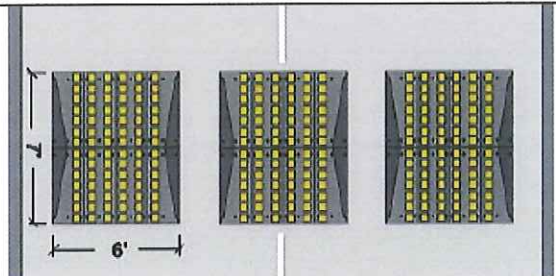


## 4. DESIGN AND CONSTRUCTION






Construction plans require review by all affected City Departments prior to construction and must comply with Federal and State regulations and requirements. The City will install TCM per the approved plan.

## 5. TRAFFIC CALMING MEASURES


This section identifies TCM that are in use by the City of Newberg. Some are listed for information and not allowed for use at this time.




| Understanding "Comments" on Traffic Calming Devices |  |
|---|--|
| Allowed <sup>†1</sup>                               | The described device is permitted. Use when designed in accordance with generally accepted engineering principles and practices.   |
| Cautioned <sup>†2</sup>                             | The described device may be allowed under certain conditions. Use when approved and designed in accordance with generally accepted engineering principles and practices. |
| Restricted <sup>†3</sup>                            | The described device is restricted due to <i>side effect</i> and is therefore not likely approved for use.   |
| Not Allowed <sup>†4</sup>                           | The described device is not permitted.   |
| Not Recommended <sup>†5</sup>                       | The described device reduces flexibility in traffic flow and is therefore discouraged for use.   |


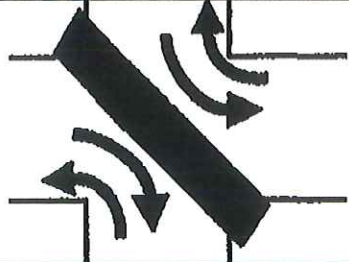

| Traffic Calming Measures       |                     |   |
|--------------------------------|---------------------|---|
| Devices                        | Comments            | Photos and/or Descriptions  |
| Vertical Deflection Techniques | Speed Hump          | Cautioned <sup>†2</sup><br>   |
|                                | Speed Table         | Cautioned <sup>†2</sup><br>"A long raised speed hump with a flat section in the middle and ramps on both approaches"  |
|                                | Speed Cushion       | Allowed <sup>†1</sup><br><br>Designed as several small speed humps installed across the width of the street with spaces between them for the wider axle of emergency vehicles such as fire engines and ambulances to straddle them without slowing down or increasing the response time |
|                                | Raised Crosswalk    | Cautioned <sup>†2</sup> (at bus shelters or on critical pedestrian routes but not always – Must be engineered to the posted speed)<br><br>Same as "speed table" but with crosswalk marking  |
|                                | Textured Crosswalk  | Cautioned <sup>†2</sup> (on critical pedestrian routes but not always)<br>  |
|                                | Rumble Strips       | Restricted <sup>†3</sup> (due to noise creation)<br>"Raised parallel strips of material placed on pavement that transmits an audible rumbling through the wheels when travel on"  |
|                                | Raised Intersection | Restricted <sup>†3</sup><br>"A flat raised area covering an entire intersection, with ramps on all approaches"  |



| Traffic Calming Measures         |   |   |
|----------------------------------|---|---|
| Devices                          | Comments                                  | Photos and/or Descriptions  |
| Horizontal Deflection Techniques | Curb Extension                            | Allowed <sup>†1</sup><br>   |
|                                  | Crosswalk Bulb Out                        | Allowed <sup>†1</sup><br>   |
|                                  | Traffic Circle (controlled by stop signs) | Allowed <sup>†1</sup> (but must accommodate fire/ garbage trucks and school buses)<br>"A raised island, placed in an intersection, around which traffic circulates" |
|                                  | Roundabout (with yield control)           | Allowed <sup>†1</sup><br>   |
|                                  | Raised Median Island                      | Cautioned <sup>†2</sup><br>   |
|                                  | Chicane                                   | Not recommended <sup>†5</sup><br>   |
|                                  | Choker                                    | Not recommended <sup>†5</sup><br>"A curb extension on both sides of the street"   |









| Traffic Calming Measures         |                   |                                  |  |
|----------------------------------|-------------------|----------------------------------|--|
| Devices                          |                   | Comments                         | Photos and/or Descriptions   |
| Horizontal Deflection Techniques | On-street Parking | Allowed <sup>†1</sup> (per code) |  |



| Traffic Calming Measures |                                    |   |  |
|--------------------------|------------------------------------|---|--|
| Devices                  |                                    | Comments  | Photos and/or Descriptions   |
| Obstruction Techniques   | Right-in/Right-out                 | Restricted <sup>†3</sup> (use only when warranted)                                |   |
|                          | Raised Median Through Intersection | Allowed <sup>†1</sup> (but must accommodate fire/garbage trucks and school buses) |  |
|                          | Intersection Channelization        | Cautioned <sup>†2</sup>   |  |

| Traffic Calming Measures |                          |                               |   |
|--------------------------|--------------------------|-------------------------------|---|
| Devices                  |                          | Comments                      | Photos and/or Descriptions  |
| Obstruction Techniques   | Bike Lane Channelization | Cautioned <sup>†2</sup>       |   |
|                          | Diverter                 | Not recommended <sup>†5</sup> |   |
|                          | Full Closure             | Not recommended <sup>†5</sup> |  |

| Traffic Calming Measures               |  |  |  |
|--|--|--|--|
| Devices                                |  | Comments   | Photos and/or Descriptions   |
| Signage (for traffic calming purposes) | Traffic Calming Neighborhood                     | Cautioned <sup>†2</sup>                                      |  |
|  | Playground (not truly a traffic calming signage) | Allowed <sup>†1</sup> (per code) but not typically effective |  |



| Traffic Calming Measures                  |   |  |   |
|---|---|--|---|
| Devices                                   |   | Comments   | Photos and/or Descriptions  |
| Signage<br>(for traffic calming purposes) | Local Traffic Only (cannot be enforced on public streets) | Cautioned <sup>†2</sup>  |     |
|   | One Way Street  | Not recommended <sup>†5</sup>  |     |
|   | Speed Limit   | Allowed <sup>†1</sup> (per code)   |    |
|   | Right Turn Only   | Restricted <sup>†3</sup> (no left turn)  |   |
|   | Yield   | Allowed <sup>†1</sup> (per code)   |  |
|   | Stop  | Not recommended <sup>†5</sup> (for traffic calming as problems shift to other areas) |   |

| Traffic Calming Measures |                |   |  |
|--------------------------|----------------|---|--|
| Devices                  |                | Comments  | Photos and/or Descriptions   |
| Other Techniques         | Speed Radar    | Cautioned <sup>†2</sup><br><a href="http://www.trafficlogix.com">http://www.trafficlogix.com</a>  |  |
|                          | Crossing Flags | Not allowed <sup>†4</sup><br><a href="http://pedflags.com/">http://pedflags.com/</a><br><a href="http://www.seattle.gov">http://www.seattle.gov</a> |  |

## 6. REFERENCES

For additional information on traffic calming, see the following websites:

- <http://www.trafficcalming.org>, Traffic Calming by Fehr & Peers Transportation Consultants.
- <http://www.ite.org>, Institute of Transportation Engineers.
- [http://safety.fhwa.dot.gov/speedmgt/traffic\\_calm.cfm](http://safety.fhwa.dot.gov/speedmgt/traffic_calm.cfm), U.S. Department of Transportation, Federal Highway Administration.